

BRUNSWICK COUNTY BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
January 17, 2006
6:30 P.M.

I. Call to Order

II. Invocation/Pledge of Allegiance

III. Adjustments/Approval of Agenda

IV. Public Comments

V. Approval of Consent Agenda

A. Minutes

- 1) December 19, 2005 – Regular Meeting – 6:30 p.m. pg. A-I

B. Tax Matters

- 1) Monthly Tax Collection Report..... pg. 01-04
2) Tax Releases for September 2005 pg. 05-14
3) Fire Fee Releases for January 2006 pg. 15-17
4) Motor Vehicle Valuation and Levy for September 2005..... pg. 18-22

C. Finance pg. 23-26

1) Health Fund Amendment 18

The Health Department reports that it desires to remove the berms surrounding the facility for improved drainage. Since the Department provides Medicaid services, their staff indicates that this is a Medicaid eligible expenditure and requests to use the Health Department escrow fund for the expenditure. The department requests a budget amendment in the amount of \$15,000 to appropriate health escrow funds for the removal of the berms. There are no additional county funds involved in this amendment.

2) Health Fund Amendment 19

The Health Department has received a grant in the amount of \$1,585 for use in the Immunizations program 135126. These are restricted funds for utilization in the special program. The funds are nonrecurring and an additional Aid to County funds which must be used to help maximize utilization of the new NC Immunization Registry (NCIR). The funds may be used for computers, printers or high speed internet service which is dedicated for NCIR use. There are no additional county funds involved in this amendment.

3) Health Fund Amendment 20

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The Health Department requests that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$18,598. There are no additional county funds involved in this amendment.

4) Emergency Telephone Service Fund Amendment 2

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The EMS Department requests that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$3,113. There are no additional county funds involved in this amendment.

5) Food Service Fund Amendment 1

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The Food Service Department requests that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$409. There are no additional county funds involved in this amendment.

6) Social Services Fund Amendment 6

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The Social Services Department requests that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$7,189. There are no additional county funds involved in this amendment.

7) General Fund Amendment 44

The Parks and Recreation Program collected \$57,500 of funds in excess of amounts budgeted in the Dixie Youth Baseball Program. The department requests to appropriate the additional collections to the Dixie Youth Baseball Program. There are no additional county funds involved in this amendment.

8) General Fund Amendment 46

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The various affected departments operating in the general fund request that the refund be appropriated for expenses associated with salaries and wages of personnel and professional services for yard debris removal in the amount of \$95,474. There are no additional county funds involved in this amendment.

9) Enterprise Capital Reserve Fund Amendment 13

Enterprise Capital Project Fund Amendment 15

The County approved an agreement for construction of BCC & County Complex Pump Station Project 418234 on December 19, 2005 with Alderman Brother Construction, Inc. in the amount of \$635,970. This amendment will transfer \$45,000 to the capital project so that the full amount of the contract is appropriated in the project fund. The funding source is unappropriated investment earnings currently held in the Enterprise Capital Reserve Fund. There are \$45,000 additional county funds involved in this amendment.

10) Sewer Fund Amendment 5

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The various affected sewer departments request that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$3,146. There are no additional county funds involved in this amendment.

11) Water Fund Amendment 8

The County is in receipt of refunds from the NC State Department of Crime Control for public safety expenditures associated with Hurricane Ophelia. The various affected departments operating in the water fund request that the refund be appropriated for expenses associated with salaries and wages of personnel in the amount of \$9,460. There are no additional county funds involved in this amendment.

12) Budget Ordinance Amendment

The Wastewater Rate Schedule (Attachment 3) of the Budget Ordinance adopted by the Board of Commissioners for fiscal year 2005-2006 provided an effective date for wastewater rates of 07/01/2005 to 01/31/2006 and 02/1/2006 to 07/31/2006. Staff recommends that the effective date 02/01/2006 to 07/31/2006 be amended to read the first full month of service after the West Brunswick Regional Wastewater Treatment Plant becomes operational.

- D. **Health Department – Resolution – Influenza Vaccine Distribution**..... pg. 27-30
To request approval of a Resolution regarding Influenza Vaccine Distribution.
- E. **Resolution – Yes to Beaches 2006**..... pg. 31
To request approval of a Resolution concerning the environmental and economic health of our coastal resources and communities.
- F. **Resolution – Hickmans Crossroads speed** pg. 32
To request approval of a Resolution concerning Hickman Road and the impacts of commerce on the Hickman Road area.

VI. Presentation

- 1. **St. James Service Club Recognition – (Cynthia Tart and Ruth Smith)** pg. 33-34
Presenting information and recognizing the accomplishments of the St. James Service Club for the year 2005.
- 2. **CIS – Economic Impact Study Report – (Cynthia Tart)** pg. 35-37
Presenting information on the CIS Economic Impact Study conducted by UNCW.

VII. Administrative Report

- 1. **Public Housing – Closeout of FY03 CDBG Scattered Site Project - (Vonnie Fulwood)** pg. 38-46
Staff recommends that the Board of Commissioners set a Public Hearing for February 6, 2006 at 6:30 p.m. to closeout the FY 03 Community Development Block Grant Scattered Site Project.
- 2. **Public Housing – Crisis Housing Assistance Rehabilitation Contracts - (Vonnie Fulwood)** pg. 47-69
Staff recommends that the Board of Commissioners award three (3) Crisis Housing Assistance rehabilitation contracts to the following contractors: Hill Developers, ABT Building & Construction, LLC and Countywide CDC.
- 3. **Emergency Services - Mass Rescue Operations Plan MOA - (Randy Thompson)**..... pg. 70-74
Staff recommends that the Board of Commissioners approve a Memorandum of Agreement between the United States Coast Guard and the Stakeholders in the Little River, South and North Carolina areas and authorize the Emergency Services Director to sign the agreement on behalf of Brunswick County.
- 4. **Public Utilities–Surplus Declaration St. James Wastewater Treatment Plant-(Jerry Pierce)**.... pg. 75-86
Staff recommends that the Board of Commissioners declare the existing 600,000 gallon per day St. James Wastewater Treatment Plant surplus effective April 30, 2006, and authorize the County manager to seek proposals for its sale and removal after that date.
- 5. **Board of Elections – Voting Equipment - (Greg Bellamy)**..... pg. 87-93
Staff recommends that the Board of Commissioners approve purchase of new voting system and the associated Budget Amendment.
- 6. **Town of Bolivia – Stormwater Agreement - (Marty Lawing)**..... pg. 94-98
Staff recommends that the Board of Commissioners approve an Interlocal Agreement between Brunswick County and the Town of Bolivia for the administration of Stormwater Management Regulations.
- 7. **Finance –Cable Franchise Agreements - (Ann Hardy)** pg. 99-105

Staff recommends that the Board of Commissioners consider for first reading and schedule a second reading for approval on February 6, 2006, amendments to the cable agreements and corresponding ordinances with Atlantic Telephone Membership Corporation, Telemedia Corporation, Time Warner and ACC Cable Communications FL-VA to change the franchise fee from 3% to 5% effective February 1 and March 1, 2006. In addition, it is recommended that the ordinances be amended to provide for payments of franchise fees quarterly and to define gross subscriber revenues to include all legally allowable amounts.

8. **Finance –Fiscal Year 05/06 Financial Reports – Second Quarter - (*Ann Hardy*)**..... pg. 106-163
Staff recommends that the Board of Commissioners receive the Fiscal Year 05/06 Financial Reports for the Second Quarter as information.
9. **Finance –Fiscal Year 05/06 Investments Earnings Report Second Quarter - (*Ann Hardy*)** pg. 164-167
Staff recommends that the Board of Commissioners receive the Fiscal Year 05/06 Investments Earnings Report for the Second Quarter as information
10. **Cedar Grove Waterline – Engineering Agreement - (*Jeff Phillips*)** pg. 168-173
Staff recommends that the Board of Commissioners approve a contract agreement with McKim & Creed, in the amount of \$28,787, for the Cedar Grove and Empire Road Waterline project and the associated Budget Amendment and Project Ordinance.
11. **Welcome Sign Goal Team Recommendations - (*Darry Somersett*)** pg. 174-178
Staff recommends that the Board of Commissioners approve the purchase of D.O.T. Welcome signs for main roadways leading into Brunswick County.
12. **County Government Center Entrance Sign Design and Contract - (*Steve Stone*)** pg. 179-184
Staff recommends that the Board of Commissioners approve the main entrance sign design and authorize staff to execute the purchase and installation agreement with Tyson Sign Systems, Inc..
13. **Former Sheriff’s Office Building Demolition - (*Marty Lawing*)**..... pg. 185-186
Staff recommends that the Board of Commissioners approve the demolition of the building formerly occupied by the Sheriff’s Office.
14. **Goals & Objectives – Second Quarter Update - (*Marty Lawing*)**..... pg. 187-210
Staff recommends that the Board of Commissioners accept the Goals & Objectives Second Quarter Update as information.

VIII. Board Appointments

1. **Criminal Justice Partnership Program – (2 appointments)** pg. 211-213
2. **Southeastern Economic Development Commission (SEDC) – (1 appointment)** pg. 214

IX. County Attorney’s Report

1. **Deed of Dedication & Lien Waiver – Villas on Osprey Ridge at Sea Trail** pg. 215-221
To approve a Deed of Dedication & Lien Waiver from CC&D Builders for the Villas on Osprey Ridge at Sea Trail.
2. **Deed of Dedication & Lien Waiver – Forest Pine Drive**..... pg. 222-230
To approve a Deed of Dedication & Lien Waiver from W.A. Roach for Forest Pine Drive.
3. **Deed of Dedication & Lien Waiver – The Colony II** pg. 231-240
To approve a Deed of Dedication & Lien Waiver from Island Investments, LLC for The Colony II.
4. **Closed Session**

X. Other Business/Informal Discussion

XI. Adjournment